

NO CHANGE in Class. ☐

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Class. CHANGED TO: TS S

Security Information

JAN 19 1953

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 23/3/78

MEMORANDUM FOR: Deputy Director (Administration)

THRU : Organization and Methods Service

SUBJECT : Real Estate and Construction Accountability
ProcedureREFERENCE : Memorandum dated 19 November 1952 from Chief,
PSO, to Chief, Admin. DD/P, subject as above

1. In order to insure uniform reporting of real estate matters and to include all information ordinarily needed for administrative purposes at Headquarters, Form _____ has been developed (Tab "A").

25X1A

3. Revision of Part VIII, Confidential Funds Regulations (Tab "C"), will be followed by revisions of _____ to place responsibility for Real Estate and Construction in Chief, Procurement and Supply Office. Upon approval the procedures as indicated in Tabs "A" and "B" will be incorporated in the revisions of _____ Part V. These revisions will fix responsibilities, establish definitions, and provide effective accountability procedure.

4. The procedure established by Tabs "A" and "B" is urgently needed. Simultaneous changes in Confidential Funds Regulations (Tab "C") are also necessary to conform with Tabs "A" and "B".

JAMES A. GARRISON
Chief of Procurement and Supply

Tabs:

"A" - Draft of Real Property Report

"B" - _____

"C" - Draft of proposed revision of Part VIII, Confidential Funds Regulation, with summary

25X1A

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CONCURRENCES:

25X9A2

for [Redacted]
Chief, DD/P - Admin.

10 Feb '53
Date

Subject to my Memo -
random dated 20
February 1953 to
Chief, P&SO

25X9A2

13/
Deputy [Redacted]
Comptroller

20 Feb '53
Date

Auditor-in-Chief

Date

Chief, Organization and Methods

Date

APPROVED:

The attached material
includes the change
proposed by the
Deputy Comptroller
in memo of 20 February
1953.

Deputy Director (Administration)

Date

MJM:ja - (15 Jan. 1953)

Distribution:

- Orig. & 1 - Addressee
- 1 - O & M
- 1 - DD/P - Admin.
- 1 - Comptroller
- 1 - Auditor-in-Chief
- 1 - Real Estate & Cons. Div.
- 1 - P&SO Real Estate & Cons. File